

Municipal Services Committee
Regular Meeting
Tuesday, April 25, 2017 5:00 pm
Water & Light Shop, 15 Old Highway 92, Evansville, WI

MINUTES

1. Call meeting to order at 5:00 pm.
2. Roll call: present Dobbs and Ladick. Brooks arrived at 5:07 pm. Also present: Hurtley, Berquist, Sergeant, Sendelbach and Rigg.
3. Civility Reminder
4. Motion to approve the agenda as presented. Dobbs/Ladick; motion passed 2-0.
5. Motion to waive the reading and approve the minutes from the March 28, 2017 regular Municipal Services meeting. Dobbs/Ladick; motion passed 2-0.
6. Citizen Appearances: None.
7. Customer concerns:
 - a. Motion to credit account 16-8050-03 in the amount of \$46.65. Dobbs/Ladick. Motion passed 2-0 upon roll call.
8. Staff Report
 - a. Motion to increase disconnection threshold to \$40.00 for all residential accounts 60 days past due and commercial accounts 30 days past due. Rigg explained that there had been some prior confusion and the software was set at \$15.00 many years ago. This will clear up any confusion and set the rate to an amount equal to cost of staff time to physically disconnect power. Brooks/Dobbs. Motion passed 3-0 upon roll call.
 - b. Building Inspector update. Sergeant and Rigg gave an update on the hiring and they are expecting a new person to start May 4th.
 - c. Review of proposed plans at 15-19 East Main Street and comments to Plan Commission. The Committee reviewed the proposed plan hanging over the right-of-way. No utility access will be impeded at this time. The project is good for the community. No objects were noted.
9. Superintendent Report
 - a. Parks Report: The warming house railing is fixed. More spindles need to be added and doors fixed. Weeds by the warming house need special licensed sprayer. Park Board would like to look at adding land to Brzezinski Park.
 - b. AMI Project: Project is still on hold until utility billing issues between WPPI and the accounting software can be fixed. Rigg said that there is a key person at Civic and WPPI working on the syncing issues that make some account repairs in Civics at the office pointless if they become undone. The City is the first to have this software work together under the on/off-peak system.
 - c. Brooks mentioned that Becky from the Youth Center wanted to thank the DPW guys for their work at the Youth Center Building.

10. City Engineer

- a. Motion to adopt material specifications for furnace slag and chip seal road maintenance. Brooks/Dobbs. These standards are to make sure that we can hold contractors to a quality of materials and work and avoid the issues we had on 5th Street. Motion passed 3-0.
- b. First Street: Final lift will be installed after asphalt plant opens up for the season. Costs for pothole repair and replacement will be taken into account in final bill to contractor.
- c. West Field Meadows & Windmill Ridge: Sergeant said final plats should be or are recorded.
- d. WWTP Sludge Study Update: Bids are not generating the interest the engineers had hoped. They will gauge whether to recommend moving forward with the project depending on responses they see in another project near Evansville.

11. WPPI Report.

- a. Written Report: Corey Neeley of WPPI submitted his written report for the committee. Met with local manufactures and farms to discuss energy savings studies/grants. Neeley and Sendelbach met with the Evansville School District to monitor energy voltage and harmonics. Local Ace store called for a recyclable pick up at their location. New programs replacing old energy efficiency programs are rolling out.
- b. Brooks asked that somebody attend the Legislative Lobbying day on May 10th for MEUW and the City of Evansville. Rigg said he would attend.

12. Old Business

- a. MUTCD and ADA Sign Compliance Plan: All stop signs have been located and entered in.
- b. 21-1445-10 – Revisit of issue regarding Landlord/Tenant collection. Rigg explained there was little that can be done on this case. However we are adopting a more strict policy when it comes to shut-offs and tax collections that if the money is not there, it does not count.

13. New Business. Reynolds mentions the need to address dumping at the yard waste site by contractors, town residents and illegal dumping. Brooks mentioned to Rigg a Deeds grant for the utilities. BASE is looking for funding options to carry them a year if they do not receive a 2018 grant. Rigg mentioned Westside Park ad-hoc Committee is progressing nicely.

14. Upcoming Meeting Date, May 30, 2017 at 5:00 pm.

15. Motion to adjourn. Dobbs/Brooks; motion passed 3-0 at 6:25 pm.

Minutes are not final until adopted by the committee the following meeting.

Ian Rigg, City Administrator/Finance Director